

REFERENCE DEPARTMENT – Carey C.

Ongoing Projects

- SHIFTING OF THE NON-FICTION COLLECTION HAS BEGUN. This is a project I’ve had on my radar for several years and I’m happy that it’s now underway.
- Rebarcoding of the nonfiction collection continues.
- Our seed library has been a tremendous success and we are currently out of seeds.
- AARP tax assistance concluded on April 12th. Mike and his crew came in on Monday, April 15th to finish up.
- We have hired Emily K. to replace Anna F. in Adult Services. Amanda C. has left Adult Services for a position with the State of West Virginia, and we will be filling her position as soon as we can.

	Ancestry	EBSCO Sessions	EBSCO Searches	Chilton
Apr-23	1381	14	41	5
May-23	736	19	47	30
Jun-23	1226	35	129	12
Jul-23	664	52	176	7
Aug-23	2287	65	250	32
Sep-23	366	21	76	22
Oct-23	416	14	77	5
Nov-23	673	61	297	14
Dec-23	492	33	92	28
Jan-24	648	36	187	17
Feb-24	638	44	257	15
Mar-24	530	24	104	9
Total	10057	418	1733	196

ADULT PROGRAMMING – Jeanne M.

Completed Projects

- True Crime Book Club- Kansas and Kentucky
- Did You Know? Little Lectures from WV Humanities Council: Rose Agnes Rolls Cousins, Black Dreams in a Blue Sky
- Adult Board Games moved to Friday Nights after hours.
- Puzzles for passive programming continue to be very popular.
- Random Readers Book Club- Topic: Books about Libraries and Librarians
- An Evening With: Diana Hill and the Tavenner Women
- Adult Craft- Kelsey teaches mending.
- Bearsville Bees conservancy program
- March Winds, Random Readers Display: Books About Libraries, Librarians Revised, updated non fiction selections, Books We Love, Gardening and Planting, and It was a Green Book
- Several changes in upcoming programs: Denean Ayers Painting is moved to April 20th due to a death in the family and Teddy Roosevelt canceled. He is replaced by Doug Wood who is speaking on Thomas Ingles and Lord Dunmore’s War in Point Pleasant)

Ongoing Projects

- Book clubs continue.
- Evening With events are planned through July. We have 3 History Alive Events in the summer months. I am working on some outdoor concerts for the summertime. Currently have the Pipes and Drums of St. Andrew returning in May, Buck McCumbers in June, and Burt Hayes in July. We also have a bassoonist who will be here sometime in June.
- All craft events are planned through December. I have a collection of instructions for each month's events. Cleaned and organized the craft closet. Kelsey will be doing a mending craft in March.
- Jim is still collecting things for the Humane Society. Jim and Jeanne are collaborating on a new program to launch in March.
- I have been checking in "storage" items and shelving them in the children's and adult areas. I did some shifting in the storage adult section as well as storage juvenile fiction. Many LP books are added to storage.
- Brian referred an author to us who is rooted in the MOV. His book, "Grunt Surgeon" details his experiences as a surgeon in Vietnam. He will present on July 17th at 5:30 p.m.
- Contacted several individuals who can present for the Conservancy Group. Booked programs through July.
- Morgan has assumed responsibility for Marketing and the creation of Adult advertising. Jeffrey and Emma oversee the digital sign.

YOUNG READER'S ROOM – Charley J.

Completed Projects

- March was a very busy month full of programs, school visits, and summer program preparations!
- We hosted weekly story times for children ages 0-6. Our Wednesday story time is for ages birth-2 years, while our Friday story time is for ages 3-6.
- For Lego Club, kids built "an island they would like to be stranded on". We had a racecar island, lava island, magical forest island, and a swimming pool island. I don't know if I'd like to be trapped on any of those islands, but the kids were very excited about their creations!
- Our furry friends from the Tail Waggin' Tutors visited. The dogs are always a hit, and our patrons love spending time with them!
- Lawrence Greene taught an African Drum class for kids. This program has been a hit each month and fills up quickly. If there is room in our budget, I hope to invite Lawrence back next school year.
- The Choose Your Own Adventure Book Club had its monthly meeting. We read "The Warlock and the Unicorn" and the kids got to make their own magic wands. The kids got really invested in the story. It was a great time!
- We hosted STEAM story time for ages 5-8. The kids learned about constellations and made their own star projectors.
- We hosted a Saturday craft day where kids came to make a variety of spring flower crafts. Our passive Saturday events continue to bring in lots of families. We hope to include more programs like this next school year.

DEPARTMENT ACTIVITIES – March 2024

- I visited three schools this month through our partnership with Wood County Schools. This program has allowed us to visit schools every month and has resulted in new families coming to the library.
- We hosted an Easter scavenger hunt throughout spring break week. We had 75 kids come in to participate in this event!

Ongoing Projects

- Researching and ordering books for our children's collection.
- Displaying books throughout the room to keep children interested in new series/subjects.
- Creating passive activities for families to enjoy when they visit the library.
- Creating a monthly calendar to advertise our events for children ages 13 and under.
- Creating graphics for social media to highlight our upcoming events.
- Reading each week with a kindergarten and two first-grade classes at Criss Elementary School.
- Preparing for our upcoming Summer Library Club. I ordered most of our supplies in February, so now we are prepping activities for each week of the summer program. Some of our most outlandish tasks have included cutting out 500 superhero capes, making 500 pairs of binoculars, and even making Harry Potter wands. It's lots of work, but loads of fun!

Young Adult- Edain C.

March was a big planning month, for summer reading and future programs.

- D&D continues! We play twice a month, and the kids are doing great. They've obtained some new pets (rats, spiders), interesting items (mushrooms, magic potions of dubious quality) and some shocking revelations.
- The kids love Hyperfixation Club. They are excited to talk to each other and socialize and chill. Our kids are now regularly bringing PowerPoints to share their interests, which is delightful and exciting. I finally brought a PowerPoint to share.
- Prepared displays throughout the teen section. Displays included Winter Colors, Books We Love, Blind Date with a Book, and Popular Goodreads Books.
- Reading challenge/To Be Read ideas are on one of the high tables.
- Self-directed programs: Positivity post-its are a fixture now. More post-it notes are available! The kids continue to leave sweet messages.
- Magnetic poetry continues to be a draw. A new magnetic poetry kit with more words has been added – somebody (or somebodies) has left some very clever lines.
- We also have coloring sheets and origami.
- We made lip balm as our craft this month. It's shockingly good.
- Teen Hangout has been replaced by a Board Game Night. I may rotate between the two styles of programs to try to appeal to a wider group of kids. We played Munchkin: Warhammer 40000, a cutthroat and silly game, and Taco Cat Goat Cheese Pizza, which is also silly and cutthroat but with aggressive table smacking.
- The middle graders are continuing with their simplified game. They enjoy it, and it makes the game easier for everyone involved.
- Making graphics and a monthly calendar to advertise YA events.
- Colleen and I have begun slowly weeding the main YA collection.
- I am researching and ordering books for the YA collection.
- YA Summer Reading is planned, and we have begun to order supplies.

DEPARTMENT ACTIVITIES – March 2024

- Kelsey has been supervising a few teens who come into the library for a work placement program. They have cut lots of bookmarks, located some missing books, and other various and sundry activities.
- Kelsey and I have been working on a new game for the teens to play in the fall. It will feature fewer dice rolls and more spaceships. It's now in playtesting, and I am looking for guinea pigs.
- Looking forward -- considering the size of the middle grade bridge programs, we're going to have to rethink how we do programming – specifically how we schedule the TTRPG programs to retain those kids effectively. I'd also like to be able to do outreach more consistently but will also need to restructure programs so we can have space for more kids. I want to grow the program, but how that's going to work is yet to be determined.

TECHNICAL SERVICES DEPARTMENT – Mindy M.

New Books Cataloged	656
New Audiobooks Cataloged	0
New Video Games Cataloged	2
New Music Cataloged	1
New DVD's Cataloged	86
New Blu-Rays Cataloged	15
New Board Games/Puzzles	10
Total Cataloged	770

MAINTENANCE & JANITORIAL DEPARTMENT – Brian H.

- Put window film on doors in Young Reader's Room.
- Painted Curb and sidewalk at Williamstown.
- Replaced light switch in Auditorium.
- Took DVD cabinet to South.
- Fixed end panel on Lower Level at Emerson.
- Fixed flagpole at Williamstown.
- Put new ballast in stairway at Emerson.
- Replaced outlet at South.

GENEALOGY – Jim M.

Number of Walk-ins	189		
Number of Emails	11	Individual Lookups	15
Number of Microfilm Reader Users	42		
Number of Genealogy Computer Users	5		
Total	247		

Completed Projects

- Bobbie the Beagle generated another full box of donations for the Humane Society of Parkersburg.
- Completed various obituary requests; and
- Assisted various walk-in family researchers.

Ongoing Projects

- The History & Genealogy Department is experiencing more visitors from out-of-state both walk-ins and text/email needing assistance in researching their family history.
- Ongoing sorting of recent books, magazines, newspaper clippings, and scrapbook donations.
- Shelf-reading in the history and genealogy collection is ongoing; and
- Worked in circulation and workroom as assigned.

New Incoming Projects

- Jim gave a talk at the prominent “Women of Wood County” over the years for Women’s History Month. For The Parkersburg Women’s Club’s Annual dinner at the Parkersburg Country Club on March 5th. It was well received and about 50 ladies in attendance.
- Genealogy continues to participate in continuing education through online seminars offered by various genealogical institutions. The national convention sponsored by the National Genealogical Society will be 16-18 May 2024.
- I am currently working on 5 projects for patrons.
- Working on having an intermediate class in genealogy investigation techniques, Graphs, tables and Genealogical Proof Statements (GPS), etcetera to solve problems with family relationships

TALKING BOOKS DEPARTMENT – Michal Ann L.

- Thank you for taking the time to read the update for March’s Talking Books work done.
- In-Person Meetings: 3
- Local Recovery Center/Jail Book Donation Delivery – Number of Boxes: 3
Patron Emails sent: 12

Calls Received: 15 (I Need to begin including how many patrons Return Calls I make per month as some patrons require 2 or 3 return phone calls.)

Packets mailed out to prospective patrons: 2

Mass Mailing Responses: 2

Walk-In Patron Contacts: 2

Patrons Added: 1

Patrons Suspended: 2

Total Circulation: 314

Processed Patron Materials: 8

Volunteer: 1 Hours: Genealogy 4 hours, YRR 4 hours, Talking Books 2 hours

Mailed out 15 Talking Book Topic Magazines

The Patron Merge with Charleston is *almost* Done! We need a few more data points, and a couple of clarifications from Charleston on my just becoming a Reader’s Advisory. In Layman’s terms: I would stop using the server here in PWCPD that we have been using daily for years and only access it on rare occasions – and only gain access directly through Charleston’s log-in permissions to their servers. All data would now be merged daily like “all” other Library servers (which is the huge project I have been undertaking this winter) and no more patrons asking why they are getting “__ book again,” unless they specifically ask for it! Whew! It’s a lot! But it can be done – and very, very soon!

- Began a VERY rough draft of a Newsletter for Talking Books (Renamed “Insights”) in February – tossed out the original idea and walked away from it for most of the month to finish other projects, collect new vision, and gather ideas.

DEPARTMENT ACTIVITIES – March 2024

- Waiting for scheduling verification for a radio interview with Oliver Araiza and WVGW 89.7FM – a Christian radio station in West Union (Doddridge County) to reach the outlying areas of the rural populous that I cannot reach on my own. Mr. Araiza is required by the FCC to provide his listeners with a minimum of 8 hours of Public Service Announcements per month. This PSA would serve both Mr. Araiza with a satisfactory PSA time, and I can reach rural areas I could never reach other than through an Every Door Mass Mailing.
- Continued Projects: Patron Contact List – ALMOST DONE, Patron Merge with Charleston – ALMOST DONE, Janet’s handwritten notes for a Procedure Manual for Talking Books.
- Began planning a Recycled/Reclaimed Book “Desk Scape” or Tablescape program for Adults for later this year with Jeanne using books from the Library trash can.

BRANCHES - South Parkersburg – Olivia J.

Statistics Narrative

In March there were still several people working on taxes, but it was not as busy as February. The Murder Mystery Party went well. The library was closed for the long Easter weekend. Thanks to Brian Raitz and others who helped cover shifts for vacations/illnesses and other needs.

Ongoing Projects

- Kristy hosted Adult Book Club, they read *The Lincoln Highway* by Amor Towles.
- Olivia hosted the first of two Murder Mystery Programs. 13 people attended and seemed to enjoy themselves. Only one participant correctly identified the murderer.
- Due to illness, Dawn was only able to host two story times this month, one Wee be Jammin’ and one Small Fry Tales.
- Dawn and Olivia did read aloud at Franklin several times.
- Dawn made several visits to local schools to promote the Wild Readers program.
- Ashley made several posts on Instagram.
- Ashley made a female authors display from Women’s History Month..
- Kristy’s Author of the Month display was Frank Delaney.
- Olivia began weeding adult fiction.
- April has begun using window chalk pens to draw seasonal characters/scenes on our plexiglass panes.

Completed Projects

- Ashley hosted another sign painting program for teens.

Maintenance

- We are keeping an eye on the grass, but it does not seem to need mowed yet. Also keeping eyes peeled for the various plants planted at the Pollinator Program in October.
- Several of our book carts were taken to the welder to be repaired.

BRANCHES – Williamstown – Lisa H.

March at Williamstown Public Library had many patrons in and out of the library. We continued to be especially busy after school as many students came in and out. In a sense, spring break at school was also a spring break for this librarian and allowed for a much-needed breather.

DEPARTMENT ACTIVITIES – March 2024

Completed projects:

- Created and laid out self-directed St. Patrick’s Day and Easter crafts for children to complete at the tables.
- Hosted a teen game night for grades 4-8. We had a great time!
- Hosted two Story Times for ages 3-5 with Miss Edie. One of them featured Easter cookie decorating and a surprise 80th birthday party for Miss Edie!
- Took down St. Patrick’s decorations and put-up Easter decorations.
- Continued our monthly estimation contest. In March, we estimated how many jellybeans were in the jar. The winner was announced on the last day of the month.
- Took down old story walk and put up a new one Fenton Park entitled, “Stuck in the Mud” (and indeed, our entire story walk is now stuck in the mud after the flooding)

Ongoing Projects:

- Continue to plan for spring programs and Summer Reading Program. Crafts for the STEM Star Wars programs were experimented with and adjusted as needed.
- Continue to monitor the Williamstown Library Facebook page and post upcoming Story Times and programs. Pictures of programs are also posted as soon as possible after each event.
- Continue to assist patrons of all ages with projects, copies, faxes, scanning, notaries, reference questions and research, checking out and shelving books and DVDs, and doing anything else that is needed.

Maintenance

- Set up and returned extra chairs and tables for teen game night.
- Painted extra lines in parking lot for added safety.

BOOKMOBILE – Lisa H.

Statistics Narrative

The Bookmobile served 744 patrons in March. This included after-school stops, regular stops, and three special events. The Bookmobile had mechanical issues on the afternoon of March 20th. The Bookmobile wouldn’t start, and we had it towed to Pifer’s repair shop in Mineral Wells. Pifer’s was able to install a new starter and due a state inspection while it was being repaired. We were only out of service three days.

We had a great turn out for the Read Across America event at Jefferson Elementary School on March 6 and 7. All the 2nd grade classes—6 in total—from the school visited the Bookmobile. Lisa read *Green Eggs and Ham* to the classes and the students received a Dr. Seuss themed gift bag and take & make Lorax craft.

Completed Projects

- Read Across America week event for Jefferson Elementary. The event is scheduled for March 6 and 7.

Ongoing Projects

- Lisa – ordering items for summer reading
- Lisa – planning programs for summer reading
- Lisa – setting up sites for summer stops
- Diane – book deliveries to Senior Living facilities
- Diane – learning to drive the Bookmobile
- Bert – after school Bookmobile stops

DEPARTMENT ACTIVITIES – March 2024

- Bert – Bookmobile employee handbook
- Create book displays
- Add seasonal books and decorations
- Weed/withdrawal books
- Repair books as needed
- Place holds
- Replenish shelves as needed
- Regular stops to preschools, private and public K-12 schools, and senior citizens facilities

Maintenance

- Sanitized, vacuumed, and disposed of trash daily.
- Fueled and washed the bus as needed.